

**LAND ASSEMBLAGE REDEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
HOUSTON, TEXAS**

**August 23, 2013**

A meeting of the Board of Directors ("Board") of the Land Assemblage Redevelopment Authority ("LARA" or the "Authority"), a Texas non-profit corporation created and organized by the City of Houston as a local government corporation pursuant to the Texas Transportation Code Annotated, Section 431.101, et seq., and the Texas Local Government Code Annotated, Section 394.001 et seq., was held in the Houston City Hall Annex Council Chambers, Public Level, 900 Bagby Street, Houston, Harris County, Texas, on Friday, August 23, 2013 at 2:00 p.m. Written notice of the meeting, which included the date, hour, place and agenda for the meeting, was posted in accordance with the Texas Open Meetings Act.

Board members in attendance were:

David Collins	Jeremy Ratcliff
LaTricia Williams	Stephen Fairfield
Nicholas Hall	Antoinette Jackson
Pastor Steve Hall	Curtis Lampley
	Faith Jackson

Board members absent were Reshard Alexander, Vincent Marquéz, James Harrison, III and Rev. John Bowie.

Others in attendance included: Yvonne Cantu, and Norma Garcia of the City of Houston Housing and Community Development Department; Greg Erwin, Attorney, and Mark Glanowski, Paralegal, of Winstead PC, the Authority's General Counsel; Gracie Saenz, Attorney, of Saenz & Burkhardt, P.L.L.C.; Chris Butler, Special Assistant to the Mayor of Houston for property construction; Jorge Cavazos, Senior Real Estate Analyst of the City of Houston Housing and Community Development Department; and Mr. and Mrs. Victor Abdalla, and City of Houston Councilwoman Wanda Adams.

**I. Call to Order and Roll Call**

Councilwoman Wanda Adams of the City of Houston City Council conducted the oath of office ceremony to swear in Faith Joseph Jackson to the office of director of the Board of Directors of LARA.

Chairman Collins thanked Councilwoman Adams and welcomed Faith Jackson to the Board. He then called the meeting to order at 2:05 p.m. A roll call of the Board members in attendance immediately followed.

## **II. Approval of Minutes for May 31, 2013 Board Meeting**

Chairman Collins asked if there are any comments or changes to the minutes of the May 31, 2013 Board of Directors meeting as presented. Hearing none, he then requested a motion to approve such minutes as written. Ms. Williams made a motion to approve the minutes as written which motion was duly seconded by Pastor Hall and carried by a unanimous vote of the Board.

## **III. Treasurer's Report**

Chairman Collins requested Mr. Ratcliff to present the highlights of the Treasurer's Reports for the months ended May 2013 and June 2013. He informed the Board that there was an increase of approximately \$1 Million in the General Fund amount for Investment properties held for sale because 100 lots repossessed by LARA were returned to the ledger. Mr. Ratcliff informed the Board that the available cash to acquire additional properties and/or paying related acquisition costs is \$854,015. As of June 30, 2013, the balance available in the Sewer and Water Tap program is \$578,834.00. He noted there has been no change in the assets for the Energy Star Program which remains at \$282,061.00. (This amount has not changed since July 2010.) Lastly, he mentioned that interest income in the amount of \$5,857.00 was earned on the money market account for the period ending June 30, 2013.

Mr. Ratcliff then stated that the annual audit is in progress and the auditor has conducted its first site visit.

Chairman Collins asked if there were any other questions with regard to the financial reports, hearing none, he asked for a motion to approve the financial reports for the months ending May 2013 and June 2013. Mr. Ratcliff made a motion to approve the treasurer's reports for May and June 2013 as submitted to the Board which motion was duly seconded by Pastor Hall and carried by a unanimous vote of the Board.

## **IV. Auction Update by Linebarger Goggan Blair & Sampson, LLP 2013**

Chairman Collins noted that Ms. Stolar of Linebarger Goggan Blair & Sampson, LLP was not present and proceeded to report on the results of the August foreclosure auction activity. Chairman Collins stated that there was one LARA lot purchase, one third party purchase, and four miscellaneous purchases at the August 2013 foreclosure sale.

## **V. Committee Reports**

### **a) Executive Committee Report**

Chairman Collins then asked Pastor Hall to report on the matters discussed and approved by the Executive Committee during its meeting earlier today. Pastor Hall stated that the committee considered and approved (i) five lot acquisition contracts with Image Builders, InnerLoop Homes, Rolgom, Solaris Homes, and Maestro, respectively, (ii) the proposal submitted for legal services to be provided by Winstead PC, (iii) the sale of a LARA lot to Mark Woods under the ROFR program, and (iv) discussed the application of Victor Abdalla for the purchase of three LARA lots.

Mr. Butler informed the Board that the Executive Committee also discussed conducting a workshop for builders to be conducted before or after the next Board of Directors meeting scheduled for September 27, 2013.

**b) Builder Selection Committee Report**

Nothing to report.

**c) LARA/Houston Hope Construction Report**

Chairman Collins requested Mr. Cavazos to report on the status of the Houston Hope single-family house construction status. Mr. Cavazos reported there are currently 17 houses under various stages of construction; 27 houses that have now been completed but are unsold, and there have been a total of 262 houses sold to homebuyers.

Chairman Collins then asked Mr. Butler to discuss the following five action items for consideration by the Board, to wit:

- 1) Ratification and acknowledgment of award of a LARA lot acquisition contract to Image Builders under contract #060613-02 in Trinity Gardens for construction of new affordable housing under the \$1 Lot Program.**
- 2) Ratification and acknowledgment of award of a LARA lot acquisition contract to InnerLoop under contract #070213-02 in Independence Heights for construction of new affordable housing under the STD Lot Program.**
- 3) Ratification and acknowledgment of award of a LARA lot acquisition contract to Rolgom under contract #070213-01 in Independence Heights for construction of new affordable housing under the STD Lot Program.**
- 4) Ratification and acknowledgment of award of a LARA lot acquisition contract to Solaris Homes under contract #070213-03 in Acres Homes for construction of new affordable housing under the STD Lot Program.**
- 5) Ratification and acknowledgment of award of a LARA lot acquisition contract to Maestro under contract #072413-01 in Sunnyside for construction of new affordable housing under the STD Lot Program.**

Chairman Collins asked if there were any questions with regard to the five (5) lot acquisition contracts presented for approval, hearing none, he requested a motion on the contracts with Image Builders, InnerLoop Homes, Rolgom, Solaris Homes, and Maestro. Mr. Lampley made a motion to approve the lot acquisition contracts submitted by Image Builders, InnerLoop Homes, Rolgom, Solaris Homes, and Maestro. Such motion was duly seconded by Mr. Ratcliff and carried by unanimous vote of the Board.

## **VI. LARA Services**

1. **Consideration and possible action authorizing one of the following firms for legal services:**

- a) **Greenberg Traurig's in the amount of a flat fee of \$7,000.00/mo. or a 10% discount from standard rates.**
- b) **Andrews Kurth LLP in the amount of a flat fee not to exceed \$10,000.00/mo., a 10% discount from standard rates, or project estimates.**
- c) **Winstead in the amount of a maximum monthly fee of \$10,000.00.**

Pastor Hall made a motion to approve the proposal for legal services submitted by Winstead PC, which motion was duly seconded by Ms. Williams and carried by the unanimous vote of the Board.

## **VII. Consideration and possible action authorizing the sale under the ROFR Program to Mr. Mark Woods for LARA Lot – HCAD 0162530010018, LTS 18, 19 & 20 Block 1, Highland Addition.**

Mr. Butler reported that the application to purchase under the LARA Right of First Refusal program submitted by Mark Woods was examined by the staff of the Housing and Development Department and stated that Mr. Woods met all of the requirements. Upon motion by Pastor Hall, duly seconded by Mr. Lampley, the Board voted unanimously in favor of selling the requested lot to Mr. Woods for \$7,200.00 pursuant to LARA's Right of First Refusal program.

## **VIII. Reconvene in Open Session.**

Nothing to report.

## **IX. Chairman's Comments.**

Chairman Collins again welcomed Ms. Faith Jackson to the Board.

## **X. Board Member Comments.**

Nothing to report.

## **XI. Public Comments.**

- **Mr. and Mrs. Victor Abdalla (live at 8111 Ivan Reid Drive) are requesting three (3) LARA lots - HCAD #s 016 253 001 0036, 016 253 001 0037 and 016 253 001 0038. Mr. Abdalla stated he owns the property at 7811 Dyer where his son resides and which is adjacent to the LARA lots. They were informed and issued a Denial Letter due to the fact that he, as the owner, does not reside on a property adjacent to the requested lots.**

Mr. Victor Abdalla addressed the Board with regard to the Denial Letter received in response to his request to purchase three (3) LARA lots located next to the lot he owns at 7811 Dyer.

Mr. Collins requested the Board's legal counsel to explain to Mr. Abdalla the reasons why his application submitted under LARA's Right of First Refusal Program was not approved. Ms. Saenz stated that because Mr. Abdalla does not reside in the house at the property having an address of 7811 Dyer, the Board cannot approve his application to purchase the adjoining LARA lots. Ms. Saenz further explained that the Board's ROFR Program policy requires three years of residency in the house on the lot adjacent to the LARA lot being requested to purchase. Ms. Jackson then stated that the purpose of this policy is to prevent unimproved LARA lots being purchased by investors. Pastor Hall further stated that the policy prevents landlords from land banking LARA lots. Mr. Abdalla stated that his son resides at 7811 Dyer and that he has been mowing the adjacent LARA lots for several years. Pastor Hall recommended that Mr. Abdalla consult with the staff of the Housing and Community Development to discuss the process and rules established for LARA's ROFR Program.

## **XII. Adjournment.**

Chairman Collins asked if there were any additional matters to be considered by the Board. Hearing none, the Board meeting adjourned at 2:22 p.m. pursuant to the motion by Antoinette Jackson duly seconded by Mr. Lampley.

Minutes prepared by:

Mark Glanowski of Winstead PC  
and Graciela Saenz of  
Saenz & Burkhardt, P.L.L.C.

Signed on the \_\_\_\_ of \_\_\_\_\_, 2013.

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President